

UNITED STATES GOVERNMENT

~~SECRET~~*Memorandum*

TO : Chief, Administrative Staff, OL

DATE: 9 MAR 1964

FROM : Chief, Supply Division, OL

SUBJECT: Report of Audit of the OCR dated 30 November 1963

REF : Memorandum from Chief, Audit Staff, same subject, dated  
21 January 1964

25X1 The purpose of this memorandum is to indicate for the record what actions have been taken by personnel of the [redacted] of this division in conjunction with OCR personnel relative to the audit of that office. Comments are keyed to the basic audit report.

25X1 a. Paragraph 3.a.: All Consolidated Memorandum Receipt Accounts pertaining to OCR have been returned signed [redacted] and are now in the process of being reconciled.

25X1 b. Paragraph 3.b.: OCR is in the process of preparing a list of nonexpendable property located in the Graphics Register area. Upon completion of this list, [redacted] will pick-up accountability and record the nonexpendable property on Memorandum Receipt Account 5660. A suspense follow-up has been established to ensure that the above action is completed.

c. Paragraph 4.a.: Individual Responsible Officers have been appointed for each of the Property-In-Use accounts assigned OCR.

d. Paragraph 4.b.: Property-In-Use Accounts 5610, 5611, and 5620 assigned to OCR have been cancelled.

e. Paragraph 4.c.: Action has been initiated on Voucher 64-36025 to transfer the materiel from Account 5660 to Account 5665.

[redacted]

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OL 4-0507A

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Approved For Release 2002/07/10 : CIA-RDP78-04782A000200070004-9

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